

Keller ISD School Health Advisory Council (SHAC)

Meeting Minutes

Date: February 10, 2025

Time: 5:00pm

Place: Keller ISD Education Center Boardroom

I. Call to Order

- Meeting called to order by Summer Crow, SHAC Chair at 5:00pm

II. Attendees

- **District Representation:**

Jodi Webster, RN, Director of Health Services
Sheri Rich, Director of Employee Benefits
Adeline Castleberry, SHAC Parliamentarian & Substitute Teacher
Bart Helsley, Asst Director of Athletics

Candace Harriman, RN
Dustin Blank, Asst Superintendent of Support Services
Jennifer Price, Asst Superintendent of Curriculum, and Instruction
Kristen Elam, District Counseling Services & CCMR Director
Stephanie Greving, Child Nutrition Coordinator

- **Community Representation:**

Tonya Fuqua, DDS

- **Parent SHAC Members:**

Kimberly Boone, SHAC Secretary
Brandon Bubeck
Summer Crow, SHAC Chair
Jennifer Erickson
Kathleen James
Trisha Jensen
Jill Michener

Stephanie O'Dell
Jennifer Payne
Christine Wagner
Jessica Wauson Smith
Lisa Webb
Cyndi Wright
Jessica Zafiriou

- **Guest:**

Lauren Kennedy
Carrie Simmons

III. Action Items

- Minutes from December 16th meeting
 - No suggested corrections. They will stand as approved by the committee.
- Minutes Review Committee
 - Request made for three members to make up a new committee to review all recorded minutes after every meeting.
 - Volunteer members were Jennifer Erickson, Stephanie O'Dell, and Brandon Bubeck.
- Approval of Revised SHAC Bylaws
 - Everyone was sent an email on Friday January 31st with an attachment of the revised bylaws
 - Only one concern from a SHAC member regarding the wording of the low percentage for meeting quorum.
 - Revised Quorum Wording: Quorum will be set at 1 more voting parent member than the number of district employees plus a minimum of 8 in attendance. Quorum will include parents or legal guardians, community members, and district personnel appointed by the Board of Trustees. A quorum must be established for SHAC voting on action items at each SHAC meeting.
 - SHAC QR Code Re-Voting Ballot due to revision to the wording for making quorum. The revised SHAC Bylaws were approved.

IV. Reports

- Scope Document Update
 - The district has begun entering information into the document and the process is taking a little longer than originally expected because it is very comprehensive but are confident that the timeline for completion will be met.

V. New Business

- HOPE Squad Presentation
 - HOPE Squad (stands for Heads Up, Offer Support, Provide Information, Empower), is a group of nominated students who meet regularly with trained advisors (counselors on campus) to talk and learn about mental health and are trained to recognize signs of distress and connect their peers to help.
 - Here in Keller ISD, there have been different campuses who have activated the program off and on throughout the years, but currently this year the program has been implemented in all 7 middle school campuses and all 4 high school campuses.
 - The feedback has been positive as students have been more aware of their peers, their surroundings, and of trusted adults on their campus.

- The cost of the program is \$15,000 for Keller ISD and was covered by the Keller Education Foundation for the middle and high school campuses. Currently there is no concern to implement it into the elementary schools simply due to the cost of the program.
- Members of HOPE Squad: Campus Advisors, Nominated Students, and Staff Volunteers
- Campus Advisors have “QPR” Training (question, persuade, and refer)
- Nominated Students are nominated by their peers, counselors tally up the votes, and then a parent permission form is sent home before anything HOPE Squad can be discussed with the nominated student. Nominated students do not counsel their peers they merely identify peers in need and navigate them to a trusted adult on campus.
- Staff Volunteers are teachers who are passionate about this program and help the counselors, but the main contacts are the certified counselors.
- SHAC Subcommittee Breakout Sessions
 - The 4 subcomponents of SHAC are Nutrition Services, Health Education & Human Sexuality Instruction, Physical Education/Physical Fitness, and Counseling/Mental Health
 - Each subcommittee will have one district representative, one SHAC leadership facilitator, and SHAC members.
 - Each group will need to appoint a speaker and a scribe to work through any questions or findings that can be presented to the SHAC chair who will then forward the information to the correct district personnel.

VI. Adjournment

- Meeting adjournment allowed at 6:00pm straight from subcommittee breakout sessions by Summer Crow, SHAC Chair
- Next SHAC meetings are April 14th and May 12th

Minutes respectfully submitted by,

Kimberly Boone
SHAC Secretary